

Gloria McNeil & Christopher Johns, Co-Chairs

Membership/Finance Meeting

Minutes Meeting Date: Friday, September 12, 2025

Start Time: 10:30 am

End Time: 11:20 am

Location: Zoom Teleconference & Burroughs Community Center

Presiding Chair: Christopher Johns, Gloria McNeil

Recorder: Sara Seaburg

Summary of Committee Business Votes

- Approval of Minutes of the June 13, 2025 meeting.

(1.0) Moment of Silence

Gloria McNeil called the meeting to order at 10:30am. A moment of silence was observed in recognition of all who have been affected by HIV/AIDS.

(2.0) Welcome and Introduction

Gloria introduced herself and her role as co-chair. All participants introduced themselves.

(3.0) Co-Chair Announcements

There were none

(4.0) Approval of June 13, 2025, meeting minutes

A motion to approve June 13, 2025, meeting minutes was made by Inthiany Ardila and seconded by Chris Cole.

For: (8) Ardila, Bigby, Cole, Geter, McNeil, Pennacchia, Radocchia, Walton

Against: (0)

Abstain: (3) Burdick, Johns, Stewart

(5.0) New Business/Old Business

a. Review the Membership/Finance Committee Activity Timeline

We reviewed the current PCAT for Membership/Finance and all activities are right on target.

b. Review Planning Council Meeting Feedback from June 13, 2025

Feedback overall was very good and there were no outstanding issues or concerns.

c. Assist with the Membership Recruitment Campaign

This is going very well.

d. Management Membership Application Process

At this time there is one renewal application for Joanne Montgomery. We reviewed her application.

Roberta Stewart made a motion to approve the renewal application of Joanne Montgomery to move to the Planning Council for a vote and Chris Cole seconded the motion.

For: (11) Ardila, Bigby, Burdick, Cole, Geter, Johns, McNeil, Pennacchia, Radocchia, Stewart, Walton

Against: (0)

Abstain: (0)

e. **Review Planning Council Member Attendance**

Attendance was reviewed and attendees discussed strategies to increase engagement, including reaching out to former attendees, offering incentives (though limited by Ryan White funds), and encouraging case managers to recruit members. The group agreed to explore ways to make the program more appealing, such as highlighting member voices and benefits. Gloria and Christopher are committed to working on these initiatives to stabilize membership numbers.

f. **Review PC Membership for Federal reflectiveness mandate**

We currently have 20 Planning Council members, and we are missing representation in 1 mandated category and the Planning Council is working on filling this position. The committee is working towards reaching the target goals more closely with more men specifically.

g. **Determine Planning Council Trainings**

October – still to be determined

h. **Recipient's Office Report**

- Lakeisha Green presented the quarterly expenditure report, showing that current spending is at 60.51% of the budget with various categories ranging from 40% to 66%.
- New contract amendments are due today, and they hope to complete them before the current contract expires on the 30th to avoid a full contract renewal process.

(7.0) **Parking Lot Items**

- Review Planning Council feedback questions – This was discussed, noting that while the questions remain unchanged, participants are providing more honest and useful feedback in the free-form comments section. They decided to keep the current questions and focus on encouraging participants to provide detailed comments about their experiences

(8.0) **Announcements**

There were none.

(9.0) **Adjournment**

The meeting adjourned at 11:20AM

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Membership Finance Committee Attendance Record – 2025

	Council Member	Jan	Feb	Mar	April	May	June	Sept	Oct	Nov
1.	Inthiany Ardila	X	X	X	A	A	X	X		
2.	Maria Bigby	A	A	X	X	X	X	X		
3.	Jeremie Burdick	X	X	X	X	X	A	X		
4.	<i>Chris Cole PC Co-Chair</i>	X	X	X	X	X	X	X		
5.	Brian Datcher	A	X	X	A	A	X	A		
6.	Libra Davis	X	A	A	A	A	A	A		
7.	Kasima Geter	-	-	-	-	-	X	X		
8.	Christopher Johns (Co-Chair)	X	X	X	X	X	A	X		
9.	Clara Johnson	X	A	X	X	A	X	A		
10.	LaTonya McNair	X	X	X	X	X	X	A		
11.	Gloria McNeil (Co-Chair)	X	X	X	X	X	X	X		
12.	Joanne Montgomery	A	A	A	X	A	X	A		
13.	Mitchell Namias	X	X	X	X	X	X	A		
14.	Ruth Pennacchia	X	X	X	X	X	X	X		
15.	Richard Radocchia	X	X	X	X	X	X	X		
16.	Carmella Ricciardelli	A	X	A	A	A	A	A		
17.	Eddy Rodriguez	-	-	-	A	A	A	A		
18.	Anthony Santella	X	X	X	A	X	X	A		
19.	<i>Roberta Stewart PC Co-Chair</i>	X	X	X	X	X	A	X		
20.	Sophie Walton	-	-	-	-	X	X	X		
	Ryan White Office	X	X	X	X	X	X	X		
	Planning Council Staff	X	X	X	X	X	X	X		
	% of Council present:	65%	70%	70%	62%	62%	60%	55%		

Guests: Jean Brown, Joshua Heggie, Nitza Agosto, Sofia Swaby

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Ryan White Planning Council Membership Reflectiveness

New Haven and Fairfield Counties

Planning Council Composition as of October 1, 2025

# of Planning Council Members	20									
Representation Requirements										
1. Health-care providers, including federally qualified health centers				X						
2. Community-based organizations serving affected populations and AIDS-service organizations				X						
3. Soc.-service providers, inc. housing and homeless-services providers				X						
4. Mental-health providers				X						
5. Substance-abuse providers				X						
6. Local public health agencies				X						
7. Hospital planning agencies or health-care planning agencies				-						
8. Affected communities, including individuals with HIV disease or AIDS, and historically under-served groups and subpopulations				X						
9. Non-elected community leaders				X						
10. State Medicaid agency				X						
11. State agency administering the Part B program				X						
12. RWTMA grantees under Part C				X						
13. RWTMA grantees under section 2671 (including Part D)				X						
14. Grantees under other Federal HIV programs, including HIV-Prevention Programs				X						
15. Formerly incarcerated PLWH/A or their representatives				X						
16. PLWH/A with Hepatitis C Co-Infection				X						
NHFF Profile*										
Gender	Target	PC	Non-Conflicted HIV Status		Target	PC		HIV Status	Target	PC
Men	66%	35%		Current	> 33%	40%		Positive	33%	50%
Women	34%	65%						Negative	NA	50%
Members by Region	Target**	PC		Race/Ethnicity	Target	PC		Risk	Target	PC
1, New Haven	35%	40%		Black	37%	45%		IDU	21%	10%
2, Waterbury	21%	20%		Hispanic	35%	20%		MSM	34%	33%
3, Bridgeport	23%	15%		White	25%	35%		MSM/IDU	2%	0%
4, Stam./Norw.	15%	15%		Other	3%	0%		Hetero	30%	40%
5, Danbury	6%	5%		Note: "Other" race includes Asian, American Indian, Alaskan Native, American Indian, Alaskan Native, Pacific Islander and mutli-racial.			Other	13%	17%	
Out of EMA	0%	5%								
Unidentified	0%	0%								
*Target percentage information provided by CTDPH website "NH EMA PLWHIV/AIDS by Risk, Sex, Race, and Age Group as of 12/31/23"										

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Planning Council Attendance											
#	Council Member	Jan	Feb	March	April	May	June	Sept	Oct	Nov	Absences
1	Inthiany Ardila	X	X	X	A	A	X	X			2
2	Maria Bigby	A	A	X	X	X	X	X			2
3	Jeremie Burdick	X	X	X	X	X	A	X			1
4	Christopher Cole	X	X	X	X	X	X	X			0
5	Brian Datcher	A	X	X	X	A	X	X			2
6	Libra Davis	X	A	X	X	X	X	A			2
7	Kasima Geter	-	-	-	-	-	X	X			0
8	Christopher Johns	X	X	X	X	X	A	X			1
9	Clara Johnson	X	A	X	X	X	A	A			3
10	LaTonya McNair	X	X	X	X	X	X	X			0
11	Gloria McNeil	X	X	X	X	X	X	X			0
12	Joanne Montgomery	X	X	X	X	X	A	X			1
13	Mitchell Namias	X	X	X	X	X	X	A			1
14	Ruth Pennacchia	X	X	X	X	X	X	X			0
15	Richard Radocchia	X	X	X	X	X	X	X			0
16	Carmella Ricciardelli	X	X	X	X	A	A	A			3
17	Eddy Rodriguez	-	-	-	X	X	A	A			2
18	Anthony Santella	X	X	X	X	X	X	A			1
19	Roberta Stewart	X	X	X	X	X	A	X			1
20	Sophie Walton	-	-	-	-	X	X	X			0

Executive Committee Attendance											
Planning Council Member		Jan	Feb	March	April	May	June	Sept	Oct	Nov	Absences
Chris Cole (Council Co-Chair)		X	X	X	X	X	X	X			0
Christopher Johns (MF)		-	X	X	X	X	X	X			0
Gloria McNeil (MF)		A	A	X	X	A	X	X			3
Joanne Montgomery (SPA)		X	X	X	X	X	X	A			1
Mitchell Namias (SP)		X	X	X	X	X	X	X			0
Anthony Santella (QI)		X	X	X	A	X	X	X			1
Roberta Stewart (Council Co-Chair)		X	X	X	X	X	A	A			2

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Committee Attendance											
#	Council Member	Jan	Feb	Mar	April	May	June	Sept	Oct	Nov	Absences
1	Inthiany Ardila	MF; QISPA	MF; QISPA	MF; QISPA	QISPA	QISPA	QISPA	MF; QISPA			0
2	Maria Bigby	ABSENT	ABSENT	MF	MF	MF; QISPA	MF;QISPA	MF; QISPA			2
3	Jeremie Burdick	QISPA	MF; QISPA	MF; QISPA	MF; QISPA	MF; QISPA	QISPA	MF; QISPA			0
4	Christopher Cole	MF; QISPA	MF; QISPA	MF; QISPA	MF; QISPA	MF; QISPA	MF	MF; QISPA			0
5	Brian Datcher	ABSENT	MF; QISPA	MF; QISPA	QISPA	ABSENT	MF	MF			2
6	Libra Davis	MF; QISPA	QISPA	QISPA	QISPA	ABSENT	ABSENT	ABSENT			3
7	Kasima Geter	-	-	-	-	-	MF	MF			0
8	Christopher Johns	MF	MF	MF	MF	MF	QISPA	MF			0
9	Clara Johnson	MF; QISPA	QISPA	MF; QISPA	MF	QISPA	ABSENT	ABSENT			2
10	LaTonya McNair	MF; QISPA	MF; QISPA	MF; QISPA	MF; QISPA	MF; QISPA	MF;QISPA	MF; QISPA			0
11	Gloria McNeil	MF; QISPA	MF; QISPA	MF; QISPA	MF; QISPA	MF; QISPA	MF;QISPA	MF; QISPA			0
12	Joanne Montgomery	ABSENT	QISPA	QISPA	MF; QISPA	MF; QISPA	QISPA	ABSENT			2
13	Mitchell Namias	MF; QISPA	MF; QISPA	MF; QISPA	MF; QISPA	MF; QISPA	MF; QISPA	QISPA			0
14	Ruth Pennacchia	MF; QISPA	MF; QISPA	MF	MF; QISPA	MF; QISPA	QISPA	MF; QISPA			0
15	Richard Radocchia	MF; QISPA	MF; QISPA	MF; QISPA	MF; QISPA	MF; QISPA	MF	MF			0
16	Carmella Ricciardelli	QISPA	QISPA	MF	MF	ABSENT	ABSENT	ABSENT			3
17	Anthony Santella	MF; QISPA	MF; QISPA	MF; QISPA	MF; QISPA	MF	MF;QISPA	QISPA			0
18	Eddy Rodrigues	-	-	-	MF	QISPA	ABSENT	ABSENT			2
19	Roberta Stewart	MF; QISPA	MF; QISPA	MF; QISPA	MF; QISPA	MF; QISPA	QISPA	MF; QISPA			0
20	Sophie Walton	-	-	-	-	MF	MF	MF			0

QISPA: Quality Improvement Strategic Planning & Assessment Committee | M/F: Membership/Finance Committee